

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Tuesday, September 8, 2020

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Regular Session in the Commissioners' Meeting Room of the Yadkin County Human Resources Building located at 217 East Willow Street, Yadkinville, NC on September 8, 2020 at 9:00am.

Present were:

Chairman Kevin Austin
Vice Chairman David Moxley
Commissioner Gilbert Hemric
Commissioner Marion Welborn
Commissioner Frank Zachary

Staff present: County Attorney, Ed Powell; County Manager, Lisa Hughes; Clerk to the Board, Tanya Gentry; and Finance Officer, Lindsey Cearlock.

INVOCATION given by Chairman Austin.

CALL TO ORDER by Chairman Austin at 9:00am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

Commissioner Hemric made a motion to adopt the Agenda as presented. Vice Chairman Moxley second.

Vote: 5/0.

PUBLIC COMMENTS

There were no speakers. Chairman Austin closed the Public Comments at 9:02am.

APPROVAL OF MINUTES

The August 17, 2020 Regular and Closed Session Minutes were reviewed. **Commissioner Zachary made a motion to approve both sets of minutes as presented. Commissioner Welborn second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

EMS COVID Service Pins and Awards Presentation

Keith Vestal addressed the Board. COVID-19 is all over the news, everyone is talking about it, and it is on the minds of most of the citizens. It keeps people from going out to some of the places they usually frequent. People are wearing masks, washing their hands more, and using lots of hand sanitizer. Everyone has had to adapt to life in the new normal. A group of Emergency Services staff is here today to be recognized for their dedication to the service of others during the COVID-19 pandemic. Most of them are from A shift but a few of them are from other divisions of Emergency Services. The other shifts will be asked to attend future meetings to be recognized. Their daily routine has changed drastically. When they come to work they know at some point during the day they will be dispatched to treat a patient who has COVID-19 or is suspected of having COVID-19. They are going to have to go beyond their normal protective measure and use more PPE (Personal Protective Equipment) than they usually would. They do that not only to protect themselves but also to prevent transmission to others. This means wearing special masks, gowns, eye protection, and gloves. After treating a patient they have to thoroughly disinfect themselves, the ambulance, and all of the equipment contained in the ambulance. This is a tremendous increase in their workload. They also worry about possibly taking COVID-19 home with them and infecting their families. Keith Vestal commended each of them for a job well done. They haven't complained and have continued working and providing a great service to the citizens. Emergency Services is the only acute care provider for Yadkin County. Keith Vestal presented each of the staff members that were here today with a service pin to wear on their uniform to signify their dedicated service during a pandemic like we have never seen before and hope to never see again. Keith Vestal thanked each of them for their service. They have done a great job during this long, drawn out pandemic.

Commissioner Welborn congratulated them. He thanked them for the work they do and for their dedication.

Commissioner Zachary asked if EMS gets a call every day that is COVID-19 related. Keith Vestal said they usually get multiple COVID-19 related calls per day. Commissioner Zachary thanked the staff for their work and their dedication. He hopes that they continue to be safe. He thinks about the EMS staff every day.

Vice Chairman Moxley congratulated them. He appreciates all the work they do. He knows that some days are hard, especially if they are called to respond to some horrific accident. He and his wife have previously done some work where they responded to calls and sometimes it was hard. He thinks about the EMS staff every day.

Commissioner Hemric thanked them for their service. He knows working during the pandemic has been tough. He appreciates all the work they do. He is glad that none of them have gotten sick.

Chairman Austin said he wanted to echo what the other Commissioners have said. He thanked the EMS staff for all their dedicated service. They take a risk every day that they come to work and that risk is above and beyond what they signed on for when they started working for EMS. When there is some new illness out there the EMS staff is the first one to come into contact with it but this COVID-19 pandemic has been unbelievable. Their medical knowledge means that they know all the best precautions to take to keep themselves and others as safe as possible. Even though they are taking those precautions it is probably inevitable that someone in EMS will catch it somehow. It seems to be impossible to avoid forever. He commended all of the EMS staff for the actions they have taken and the work they do. He thanked Keith Vestal for recognizing the EMS staff for their dedication.

Human Services Update

Kim Harrell addressed the Board. They had some monitoring concerning some IV-E foster care funding and the guardianship assistance program. The review period was from January 1, 2020 to June 30, 2020 and there were no findings. They also had OSRI monitoring. It is a Federal review. Foster care was reviewed this year. It looked at outcomes around safety, permanency, and child wellbeing. They had at least one area that was partially achieved in this review. It concerned parent engagement. A child's birth parent was incarcerated and those cases tend to always present challenging issues. Since it was partially achieved it was not listed as a finding. They are preparing to issue \$100.00 per month/per foster child COVID-19 supplement checks for July and August. Checks have already been done for April, May, and June. For the week ending August 30th, the County had a FNS timeliness rate of 95.65%. All of the staff that deals with Medicaid participated in webinars that were related to Medicaid COVID-19 testing. The Medicaid testing program is for people who are uninsured and it started September 1st. Applications are processed at the State. The County has a process to submit applications to the State. The number of children in foster care has gone back up. There are currently 93 children in foster care. They are starting to plan for resuming the face to face visits for foster children. The visits have been mostly suspended due to the COVID-19 pandemic. They are continuing to work on eligibility restructuring. Effective today they have changed how they spread out intake among all the Eligibility Specialists. The goal of that is to balance out the workloads. They are participating in a Single County audit of 40 Medicaid cases. It is being done virtually and it has been very challenging. As of 8:00am this morning, there have been 667 positive COVID-19 cases in Yadkin County. There are 46 active cases in isolation and 4 of the 46 people are in the hospital. There have been 7 deaths. They are in daily contact with the school nurses. Matt Lamb, in Environmental Health, has resigned from his position effective September 18th because he has accepted a position in Rowan County. His position has been posted. The WIC face to face contact waiver is scheduled to expire September 30th. They have offered someone the Nurse Care Manager position and are waiting to hear back from that person. They are working on Community Health Improvement Plans. Those Plans are required for the Community Health Assessment and they have to be submitted to the State in December.

CONSENT AGENDA

Vice Chairman Moxley made a motion to approve the Consent Agenda items as presented.

Commissioner Hemric second.

Vote: 5/0.

The Consent Agenda items that were approved by the Board are as follows:

Administration/Board of Elections Travel Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Contingency	1059000-58500	50,000	(5,000)	45,000
Board of Election - Travel	1054170-54010	0	5,000	5,000

Transfer of funds needed for Travel for the Board of Elections. Funding for travel was inadvertently left out of their FY21 Budget.

Administration/NCDEQ Water Feasibility Grant Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Non Departmental Grant Revenue	1044000-44223	0	50,000	50,000
Non Departmental - Professional Service	1059000-51500	145,143	50,000	195,143

The County received NCDEQ Grant funding for a Water Feasibility Study.

EMS/Ambulance Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
EMS FT Salary	1054330-51010	1,852,470	(243,200)	1,609,270
EMS Vehicle	1054330-56100	226,000	243,200	469,000

Transfer of EMS lapse funding to purchase a second ambulance equipped with a Stryker cot.

Human Services/ELC COVID-19 Funding Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Health Admin COVID-19	2245110-43119	223,484	(93,143)	130,341
Health Admin COVID-19	2255110-51805	223,484	(93,143)	130,341

Decrease in the amount of ELC Enhancing Detection Activity Number 543 funding.

Administration/ELC COVID-19 Communicable Disease Funding Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
ELC Communicable Disease - COVID19 Revenue	2245111-43119	0	25,342	25,342
ELC Communicable Disease - COVID19 Expense	2255111-51805	0	25,342	25,342

The County received ELC Care Communicable Disease COVID-19 CARES Act funding for Activity Number 539.

Linde/LifeGas Contract

Linde/LifeGas provides medical oxygen to EMS, the Fire Departments, and the Rescue Squad. The contract includes the costs of renting the oxygen tanks and refilling them. EMS has been using this company for several years. The Board approved the contract and authorized the County Manager to sign it.

Latham's Custom Fence Contract

Latham's Custom Fence will install automatic gates at Yadkin Memorial Park. The new gates and gate system will allow the gates to be opened and closed remotely. The gate system will also be used to allow campers in and out of the Park. The Board approved the contract and authorized the County Manager to sign it.

YVEDDI Migrant Head Start Agreement

The Yadkin County Human Services Agency will provide medical and health related services to children who are enrolled in the YVEDDI Migrant Head Start program. The

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no public hearings or actions to set a public hearing.

BOARD ACTION**Budget Amendment for Parks & Recreation Salaries**

County Manager Hughes addressed the Board. Phase 2 of Yadkin Memorial Park will be completed soon and it will mean more work for Parks & Recreation because it will include a new primitive camping area, a

disc golf course, and additional trails. Also, Parks & Recreation has increased the County owned grounds that they maintain. They need an additional full-time position and additional part-time staff because of all the additional work they will be doing. The following budget amendment appropriates funds from Fund Balance to cover the additional salary costs:

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	2,048,461	62,475	2,110,936
Parks - FT Salary	1056120-51010	206,502	21,500	228,002
Parks - PT Salary	1056120-51030	99,000	27,965	126,965
Parks - FICA	1056120-51300	18,945	3,215	22,160
Parks - Medicare	1056120-51310	4,430	755	5,185
Parks - Group Insurance	1056120-51350	50,400	6,500	56,900
Parks - Retirement	1056120-51330	21,170	2,260	23,430
Parks - 401K	1056120-51360	2,070	215	2,285
Parks - Life Insurance	1056120-51351	455	65	520

The contract for the construction of Phase 2 of Yadkin Memorial Park came in under budget. Any funds that remain in the Project Ordinance when it is closed out will go in to Fund Balance. **Commissioner Welborn made a motion to approve the Budget Amendment as presented. Commissioner Zachary second.**
Vote: 5/0.

Parks Maintenance Worker Position

County Manager Hughes addressed the Board. Parks & Recreation has requested that a new full-time Parks Maintenance Worker position be created. As was discussed when the Parks & Recreation budget amendment was approved, the new position is needed due to the opening of Phase 2 of Yadkin Memorial Park and the increased amount of grounds that Parks & Recreation is maintaining. The funding for the position is included in the budget amendment. **Commissioner Zachary made a motion to create one Parks Maintenance Worker position, pay grade 59, in Parks and Recreation and authorize the County Manager to fill it. Commissioner Welborn second.**
Vote: 5/0.

Waive Flu Vaccine Fee for People who are Uninsured

County Manager Hughes addressed the Board. Human Services has requested that the Board waive the \$25.00 flu vaccine fee for their clients who are uninsured and would be considered private or self-pay. The estimated loss of revenue is approximately \$500.00. The State may provide some vaccines to the Local Health Departments, at no cost, but the County has not received any concrete information on that at this time. The CDC is recommending that everyone get the flu vaccine this year and they are also asking people to get it early. **Commissioner Hemric made a motion to waive the Flu Vaccine Fee for those persons who are uninsured and would be considered private or self-pay. Vice Chairman Moxley second.**
Vote: 5/0.

CALENDAR NOTES

- 1) October 22, 2020 – Joint Meeting with Human Services Advisory Committee and Annual Board of Health Training will be held at 6:00pm. The location of the meeting has not been determined yet.

MANAGER'S REPORTS/BOARD ACTION

Legislative Goals

Counties can submit Legislative Goals to the NC Association of County Commissioners (NCACC) for consideration. The Legislative Goals will go through a review process and some of them will be chosen for the NCACC to support. The Legislative Goals have to be submitted by September 30th. County Manager Hughes gave the Board a copy of four proposed Legislative Goals to review. She will be happy to add any additional Legislative Goals that the Board may have. She went over the proposed Legislative Goals with the Board. The first Legislative Goal pertains to seeking legislation that provides full State funding for at least one full-time communicable disease nurse position. The second Legislative Goal pertains to seeking legislation that will allow the Needs-Based Public School Capital Fund to be used for renovations and improvements in addition to new construction. The third Legislative Goal pertains to seeking legislation allowing public bodies to provide meeting notices by electronic means rather than requiring notice through a newspaper with general circulation within the county. The fourth Legislative Goal pertains to seeking

legislation that refines Administrative Code and North Carolina General Statutes Health Department Accreditation and Reaccreditation. The Board discussed the Legislative Goals. They are fine with Legislative Goals one through three. The Legislative Goal pertaining to the Health Department Accreditation and Reaccreditation should be broken up into separate Legislative Goals. One Goal would pertain to having reaccreditation be done every 5 years. It is currently done every 4 years. Another Goal would pertain to requiring the accreditation and reaccreditation to be a contracted service between the NC Institute of Public Health and the counties. There isn't anything in the Administrative Code or General Statutes that references a financial obligation on behalf of the local health departments but counties are being billed annually by the NC Association of Local Health Directors to pay for a service provided by a contractual arrangement with the NC Institute of Public Health that is only provided once every four years. The contract is between the NC Institute of Public Health and the NC Association of Local Health Directors. The County doesn't approve the contract or sign it and there is nothing in it that obligates the counties to pay for the service. This process could be considered non-compliant with the North Carolina Budget and Fiscal Contract Act's pre-audit certificate and with GAAP being pre-payment for services to be received in the future. The costs need to be equitable and properly contracted. Possibly there could be a Goal pertaining to limiting the accreditation and reaccreditation site visits to one day. Most site visits don't exceed two days but it would be more efficient if they were limited to one day. The majority of the accreditation and reaccreditation work is done prior to the site visit.

Human Services Agency Director Job Description

The Human Services Agency Director job description has to be reviewed every year as part of the County's reaccreditation requirements. The job description review is usually done in November, along with the performance evaluation, but Kim Harrell is planning to retire so the position needs to be posted. County Manager Hughes would like the Board to review the job description and see if there are any changes they would like made to it prior to it being posted. The Board reviewed the job description. In the Minimum Qualifications section it says the person needs to have a broad working knowledge of all the public assistance programs and services that are available through DSS & Public Health in North Carolina. Chairman Austin suggested adding knowledge of NC FAST to that. The Human Services Agency uses the NC FAST system for a lot of their programs and services so the person hired should have a broad working knowledge of NC FAST. The Board discussed it and knowledge of NC FAST should be added to the job description.

Human Services COVID-19 Hotline

Some calls came in to the Human Services COVID-19 hotline from citizens who were in need of food and/or medicine. County Manager Hughes wanted to commend the County employees on how they are working together to find ways to help people. When the calls came in the employees reached out to organizations, like Yadkin Christian Ministries, who were able to help get food to the people who needed it. Last week a family needed food and medicine and a couple of people in the community donated some gift cards. Steve Potts used the gift cards to purchase the things that the family needed and the new COVID-19 Paramedic took them to the family. The County is doing everything that we can to meet the needs of the citizens. CARES funding can also be used for things like this if the County gets into a situation where it is needed.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

There were no Manager's budget amendments or contracts reported.

BOARD VACANCIES/APPOINTMENTS

Joint Nursing Home - Adult Care Home Community Advisory Committee

There are three vacancies on the Joint Nursing Home – Adult Care Home Community Advisory Committee.

Historic Richmond Hill Law School Commission

There is a vacancy on the Historic Richmond Hill Law School Commission. Wayne Matthews served on the Commission.

Yadkin County Public Library Board

There is a vacancy on the Yadkin County Public Library Board. Wayne Matthews served on the Board.

Tourism Development Authority

There is a vacancy on the Yadkin County Tourism Development Authority. Wayne Matthews served on the Authority.

Surry County Housing Consortium

There is a vacancy on the Surry County Housing Consortium. Wayne Matthews served on the Consortium.

COMMISSIONER COMMENTS

Vice Chairman Moxley thanked everyone for coming out this morning. He congratulated EMS again on their service award. He thanked them for all of their service, especially during the COVID-19 pandemic. The weather has been cooling off and that has been comforting for us. Some areas of the country, like California and Arizona, are still seeing some triple digit temperatures.

Commissioner Hemric appreciated everybody coming this morning. He thanked EMS and Keith Vestal again for all they do, especially during the COVID-19 pandemic. He thanked Kim Harrell for her update.

Commissioner Welborn thanked everybody for being here this morning. He thanked Keith Vestal and the EMS staff for all the work they do all the time. He knows right now they are having to do a lot of extra work when they are preparing to go out and before they go home. It is really good that none of them has contracted COVID-19. They are doing a good job of taking all the proper precautions. He thanked Kim Harrell for her report. He wished Kim Harrell the best of luck in retirement.

Commissioner Zachary thanked everybody for being here this morning. It is always a pleasure when the Board gets to recognize some of the fine County employees. There are none finer than the EMS staff. The EMS staff is on the front line and we have been so blessed that they have managed to remain safe from COVID-19. He hopes that they continue to remain safe. He knows it takes a lot of effort but they know what to do to keep themselves and others as safe as possible. He looks forward to being able to recognize the other EMS shifts in the future. He is grateful for their work. He thanked Kim Harrell for her update. He hated to hear about her retirement but he understands her desire to retire. Spending time with the grandchildren really gets to you. He wished Kim Harrell the best. He is glad that she was here for as long as she was.

Chairman Austin thanked Kim Harrell for all her leadership through the years. He thanked the EMS staff for their service. Keith Vestal made the comment that they are the only acute care provider in the County. Yadkin County has a couple of urgent cares but they aren't true acute care providers. That has been the case for a long time in Yadkin County. EMS is really the best provider that we have. He is proud of the EMS staff. He is glad that we have gotten the opportunity to strengthen them even more. The County is utilizing some COVID-19 funding to create something that will ultimately become a community paramedicine program. The County will be getting another ambulance. He is happy that the County is able to do things to strengthen EMS and the other Public Safety agencies. Public safety is what County government is all about. He thanked all of the County staff for the great work they do. It makes things easier for the Board.

Kim Harrell addressed the Board. She is available to do anything she can to assist with the transition. Working for Yadkin County has meant a lot to her and she wants to make the transition as smooth as possible. Human Services is a great department with a lot of employees. It runs itself but they need someone to lead them. It has been a pleasure and an honor to serve as Human Services Director and to work with the Human Services Advisory Committee. Chairman Austin said he gave props to the Advisory Committee. They are a really good group.


Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and to discuss the potential Location or Expansion of Industries or other Businesses in the County, to Establish the County's Negotiating Position for Acquiring Real Property and to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney and Pursuant to NCGS 131E-97.3 to discuss Confidential Competitive Health Care Information. Commissioner Welborn second.

Vote: 5/0.

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Welborn made a motion to authorize the County Manager to offer Paramedic position #592004 a starting salary of \$42,891.00 which is 24.433% above minimum. Commissioner Hemric second.**

Vote: 5/0.

**Commissioner Zachary made a motion to adjourn. Vice Chairman Moxley second.
Vote: 5/0.**



Prepared by Tanya Gentry
Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

9/21/2020

Date approved by the
Yadkin County Board of Commissioners